

# TEN USEFUL STEPS TO MASTER DATA GOVERNANCE

There's no one-size-fits-all approach to master data governance. But you may follow these steps that are consistent with any business to develop a methodology that works.

01



## Identify the range

Define the scope and the need of your governance initiative so you know what the boundaries are before you begin.

02



## Develop a mission statement

Your data mission statement will act as the company's end goal. This will ensure that everyone will know what they are working on together to achieve and why they are doing it.

03



## Build your team

Successful data governance is as much about people as technology and process. Build a team to champion the data cause across the business.

04



## Identify your stakeholders

Who are data owners and data stewards? Who owns the processes of ensuring data completeness and accuracy? Find out what their respective needs are.

05



## Run data quality assessments

This will help draw a picture of your starting point from which to define your data quality metrics, and the rules that govern what data to store and how to maintain its quality.

06



## Draw a data map

Work out your data access points. What data is being generated, who has access to it, where it flows, what it's being used for and why.

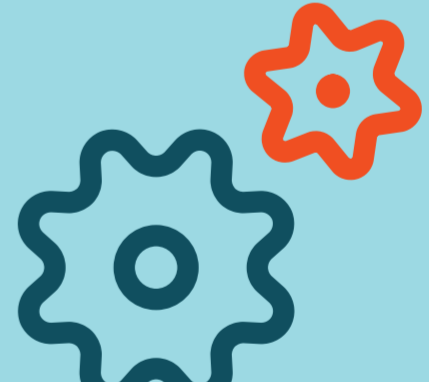
07



## Implement a business risk register

This will help with scenario planning and in building contingency plans to help you make quick decisions when things change.

08



## Define business processes

Build data models and document business processes to keep governance levels consistent and traceable.

09



## Share responsibility

Make master data governance part of an employee's tasks and targets to increase awareness and create a data culture.

10



## Provide education

Regularly present the mission and vision for how and why there is a new policy. Emphasize why master data governance is important and the positive impact it can have on the business and their jobs. Detail the benefits and how individuals can contribute to its success.